



CITY OF RYE

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December 18, 2002

Honorable Mayor and City Council Members
City Hall
Rye, New York 10580

Mayor Otis and Members of the City Council:

This letter serves to satisfy the terms and condition of Section 3-B of my employment agreement that requires I provide three months notice of my intent to resign as Rye's City Manager.

Joe, Madelaine, Jack and I have very much enjoyed living in this community for the past two and a half years, so the decision to leave this position was a difficult one. I have spent the past fifteen and a half years in municipal management, and it is a profession I love. After over fifteen years, however, I am interested in exploring other professional opportunities at this time.

Thank you for the opportunity to be Rye's City Manager. This is a fine organization, and the community is well served by the 174 hard-working employees who guard, protect, maintain, and serve our residents. I will miss them.

I am open to discussion about how we can work together to provide a smooth transition and will work cooperatively with you during the coming months to minimize the strain of transition on the organization and the community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Julia D. Novak', is written over a horizontal line.

Julia D. Novak
City Manager